



**ENVIRONMENTAL SERVICES UTILITY  
BOARD MEETING  
SEPTEMBER 21ST, 2020  
Summary of Minutes**

The meeting for Kankakee Environmental Services Utility was held on Monday, September 21<sup>st</sup>, 2020 at 6:00 P.M. via Zoom.

**ESU Members Present**

Ald Tyler Tall  
Ald Michael Prude  
Ald Stacy Gall  
Ald Larry Osenga  
Ald Danita Swanson  
Ald Chris Curtis  
Ald Fred Tetters  
Clerk Dumas

**Superintendent**

Pete Schiel

**ESU Staff Present**

Clara Hall, Administration Manager  
Zach Newton, Operations Manager  
Alan Toronjo, Lab Manager  
Dennis Doyle, Asst Superintendent

**I. Public Comments**

**Mayor Wells-Armstrong:** Okay, I will call the meeting to order. We do not have any Public Comments. Okay. we'll move on to item number two on the agenda, roll call please.

**II. Roll Call**

**C. Hall**

Ald Tall - Present

Ald Swanson -Present

Ald Prude – *(in late)*  
Ald Gall - Present  
Ald Osenga – Present

Ald Curtis – Present  
Ald Tetter – Present  
Clerk Dumas – *(in late)*

### **III. Approval of Minutes**

**Mayor Wells-Armstrong:** Thank you. May I have a motion to approve the minutes for August 17<sup>th</sup>, 2020?

**Ald Osenga:** So move.

**Ald Gall:** Second.

**Mayor Wells-Armstrong:** Motioned by Alderman Osenga and Seconded by Alderwoman Gall. Any discussion on the minutes? *(Alderman Prude joined the meeting)* Hearing none, roll call please.

#### **C. Hall**

Ald Tall - Aye  
Ald Prude - Aye  
Ald Gall – Aye  
Ald Osenga - Aye

Ald Swanson - Aye  
Ald Curtis – Aye  
Ald Tetter – Aye  
Clerk Dumas – *(in late)*

### **IV. Approval of Bills**

**Mayor Wells-Armstrong:** Thank you. Minutes are approved. Moving on, to the bills. May I have a motion to approve the bills?

**Ald Swanson:** I'll make a motion to approve the bills totaling \$968,857.56.

**Ald Tetter:** Second.

**Mayor Wells-Armstrong:** Motioned by Alderwoman Swanson and Seconded by Alderman Tetter. Any discussion on the bills? Alderman Osenga?

**Ald Osenga:** Check number. 29271. There's numerous payments to the Space Center and out there the old General Foods Building where everybody's at right now, totaling \$15,000. When we toured the LaBeau buildings. Mr. Odelson said that he was going to be able to get us out of this contract. Since it runs till 2021, I'm just curious if that's going to be a reality, to be able to get out of this.

**Pete Schiel:** Larry what we're going to attempt to do is we need to get this new building organized first, so it may be a little time to get the bid documents organized, the contractors in there. So that's a discussion that Burt and I will continue as we move forward.

**Ald Osenga:** Second question Pete. I know we're getting a lot of people out of building but the police are still in their KAMEG and Project Safe Neighborhood. Are we making claims to get them out there and also put them someplace?

**Pete Schiel:** Yeah, I've been in correspondence with KAMEG and they are currently looking for another home, and they have something lined up already.

**Ald Osenga:** Okay, thank you.

**Mayor Wells-Armstrong:** Any other questions or discussion? Okay, roll call please.

**C. Hall**

Ald Tall - Aye

Ald Swanson - Aye

Ald Prude - Aye

Ald Curtis – Aye (abstain on check 29271)

Ald Gall – Aye (abstain on check #29393)

Ald Tetter – Aye

Ald Osenga - Aye

Clerk Dumas – (*in late*)

**Mayor Wells-Armstrong:** Thank you. We will move on to report our monthly activity report.

**V. Reports**

**A. Activity Reports**

**Utility Services Group**

**Pete Schiel:** Everything in our report is very comprehensive. I just want to point out several highlights. Aldermen Tall, Alderman Osenga, we did talk about the 601 North Entrance. Once again, I just found out that, that building could be available for us. It is already owned by the city and has been for over five years, but I ended up including some thoughts and concepts. It was Mayor's objective to attempt to get the fire departments, out of the area that they're in. Plus, if we continue on with this process we're gonna need additional space for cold storage, and the fire department heated storage. So, I just wanted to share that information with you on page two of the monthly report shows you that the city of Kankakee is the owner of this property. On page three, it kind of highlight the sections of the building. There's approximately 38,283 square feet.

Once again is not enough to accommodate, everybody at DPW and us, but it would be a good solution for cold storage, especially for a lot of the leaf vacs and some of the seasonal equipment that Dennis and Burt have over there end. So just wanted to kind of show you that. Page 4 kind of shows you the inside of the steel structure. As you can see it is sound the roof does have some leaks. But there is a section of the building on the south side where you can see in the middle of page four, where the roof is collapsing and you can see daylight and tree structures on the inside of the building. So, we're going to continue working on that process and we'll just keep you up to date. Once again, I just found out about this property and it was perfect timing. Also, on page five just wanted to share with you. There are a couple individuals who called this last month who are single by themselves and with the water company we charge a 300 gallon a month, minimum and that was identified in 2012. So, I just wanted to give the Aldermen some history of where that number came from in case your constituents ever ask. Most everybody is above that 3000 gallons per month, but just wanted to share this data with you for the future. Other than that, the hydroelectric plant, we had the transmission lines tangled and caused some issues with the feeder. The contractor inspector that untangled them, tighten back up the wires and are back in operation as we speak. Let's go ahead and go to, Zach. Do you want to share some items with your staff? I've got that section of the report in here for you also.

**Zach Newton:** Everything is pretty standard. We have just a handful of sewer calls, grease traps are about the same number, we had a lot of JULIE locates, Nicor is doing some work in the city. We had a handful of us repairs. Some projects that I just wanted to update you all on 773 and 709 River Drive, we're having some storm line issues there and we still had to do a little bit of legwork, just to figure out the approach that we want to make the most cost-effective fix that we can. The school field in between Kennedy and Taft, we did do those. Some repair work to that storm line I reported on that a month ago, at the last board meeting. We did have a heavy rain in between. So, I did go out there and took a look to see how a well, the improvements handle that rain. And I would like to say. I think it did a lot better than it had in the past, there was some water, and I did include some pictures but I think what you can see from those pictures is that, the grade of the field intakes that are there drains most of what is in that field, but where it still sits needs to be regraded.

The last thing that I just wanted to touch on real quick. We got a call to take a look at the trash compactor at Jewel food store. I did go out and take a look with the some of the crew. At the time it was leaking, we could see. I went in, and I talked with the store manager, he had said that they made some repairs, not too long ago, but they needed to make some more. And he was going to arrange that. I've done a couple of spot checks since then. I didn't see any more leaking at the times that I had taken a look. So,

I hope that is the case that was fixed and it won't be an issue anymore but I'm going to be following up. If I see it leaking at any time then there's other avenues that I'm going to have to take to kind of pursue this to get a more permanent fix. But everything else in there just other little projects and everything. But it's all pretty self-explanatory. That's all I got.

**Pete Schiel:** Zach, also for clarification for the Utility Board to that water that is standing. We have done everything on our infrastructure that is our responsibility, the grading is the responsibility of District 111 since that is their property, Correct?

**Zach Newton:** Yes.

**Pete Schiel:** So, unless the, the avenue that we're going to approach with them. We've done our due diligence on all these storm infrastructure it's draining fine. We think after they did some improvements, way back when on doing some expansion in that area that they ended up putting the fill and a lot of that in that area so they just need to readdress that, which is, we're where our next steps are. Clara, do you have some items that you want to share with the power outage? I know you've got some things later on, too.

**Clara Hall:** As far as COVID-19, Zack and I are doing everything we can to make sure that we have all of the crews in the proper safety, and we made sure that we installed hand sanitizers in every city building. Just in case any department needs it, we have other disinfectant sprays available. Also, just an update Technical Services OT due to the storm was around, \$2,000. We're still good, we budgeted \$4,000 for the year so we're still there. We're still working on a day for training on the Travel Safely App that is connected to our Artificial Intelligence (AI) that's been installed on the traffic poles. The LED street signs have all arrived and now we're waiting on the cable to get them installed. We are a little bit behind on that project because of the storm. Also, Mayor, a couple of the globes on a streetscape fixture we believe that was damaged in the storm. So, I went ahead and got those ordered last Friday. As soon as they come in, we will go ahead and get those installed. Finally, we did pick up the GMC Truck, that the board approved back in February. We finally picked it up in August. Did you want me to talk about Riverstone Parkway Pete?

**Pete Schiel:** Under a New Business.

**Clara Hall:** Okay. Well that's all I have.

**Pete Schiel:** Thank you, Clara. Elizabeth also thank you for that check. The trunk just came in, so we appreciate all of your help from your office.

**Elizabeth Kubal:** of course, thank you

**Pete Schiel:** Also, to during this power outage there were about 29 intersections that were dark, and the crews were running back and forth the charge the internal ups is as much as possible to try to keep as many of those intersections and colors. So just have to thank the Sewer Crew, the Technical Service Crew, Zach, Clara, Lab, everybody DPW went above and beyond too. So just want to thank everybody on that. Alan, do you have some items to share? Looks like Alan may have frozen. Dennis, do you have something you would like to share?

**Dennis Doyle:** Most of it is in your report. We are a couple of weeks behind on our regular stuff. We are getting caught up pretty quickly. A few things we hadn't considered we're going to have to work on is, we've got quite a bit of material out there in Starlight but we'll find a (*inaudible*) on that.

**Ald Curtis:** When is the start of Leaf Pick up?

**Dennis Doyle:** October 15th is the day in our waste contract with Republic. So, it's usually October 15th but it's always on a Monday, so I believe it's the Monday following October 15<sup>th</sup>. I'm sorry I don't have that on it me. I believe it's the Monday following.

**Mayor Wells-Armstrong:** That is October 19<sup>th</sup>, Dennis.

**Ald Curtis:** Thank you, that's good to know.

**Pete Schiel:** Allen, do you have some items that you'd like to share?

**Alan Toronjo:** Yes, I do. As always there is a thorough summary in the packet of all the Lab industrial highlights. I was able to assist the Operations Manager (*inaudible*) big one to have a breakdown now month by month. The provides invoice in handling the industrial but also for both hospitals. Shapiro Developmental Center, South Tech Developmental area, and also the Manteo Diversatech area. I have also started doing the industrial site inspections in August. Delmonte and Armstrong will continue throughout the end of the year. Lab also helped out and was able to assist in grabbing and testing some of the water, standing water and 617 Dewayne only analyses are confirmed as a source of clean water, so we're still working with Aqua on that on that matter there. And that's about all I have.

**Pete Schiel:** Thank you, Alan. Also just to let the Utility Board know that we have worked on some future projections for wastewater for the KRMA Waste Treatment Plant. We're able to share that data work with Barbie,

worked with Alan, Zach, Clara and ended up getting a real solid summary so we've got that in play, and we're good to go on that. Mayor, I think that's everything for the monthly activity.

**Mayor Wells-Armstrong:** Moving on to Item B Financials.

## **B. Financials**

**Pete Schiel:** At this time, we're at the four month mark. In the first page of the report of that financial summary, we should be at the 33% mark for the administration and we're at 25.4% which we're looking really well. Sewer services group is looking at about 29.9%. Keep in mind there, may be some contractual items in the contract or in the financials. Keep in mind that we did the phase 1 and phase 2 environmental and some of those other things for that LaBeau building. So, you may see some of those a little bit higher than normal but we're still well within budget range so Sewer Services is at 22.9%, Waste Treatment is right around 33.5% Technical Service group is also doing very well at the 33% mark. Were at 27.4. Lab operations is doing very well also at 24.5, the Debt Service, Thank you, Elizabeth we're at 33.3% doing very well. DPW is doing, financially well at the 33.3% mark we're at 27.6. I think there's going to be some overtime and things of that nature. Coming up, but we'll see that student about overall the utility is a 29% mark at the 33.33. Everyone take a look at the revenue line item the revenue right now is right around 37.1%. Keep in mind and then at the Manteno contract and pay that in advance so that helps out a little bit, but overall the budget Mirror and Utility Board is very, very strong.

**Mayor Wells-Armstrong:** Any questions for Pete? Elizabeth?

**Elizabeth Kubal:** Thank you, Mayor. I just wanted to stay to that, the capital account that transfer has already been completed, from the operating account into capital, I just put \$150,000 last week.

**Pete Schiel:** Thank you.

**Ald Tall:** Yes, Elizabeth. I don't know if you remember, we asked for capital list of projects. We're still waiting to see that list so that we'll know where we're at with our capital projects.

**Elizabeth Kubal:** We'll get that together for you for sure I apologize that my office is that a little bit bogged down with the paper transition and such but we'll definitely get that together and you'll see all the deposits and all the listings and the checks that came against it. No problem.

**Ald Tall:** Okay, this is the other part of the question is for Pete. Pete how many capital projects, do we have so far?

**Pete Schiel:** Yeah so Tyler Remember last month, I think it was last month or month before we ended up having the list of the capital projects that we have. Keep in mind, we do have the West Avenue to Fifth Avenue the street lighting. We're going to be doing some lighting on Riverstone Parkway. We also have some projects related to the 200 and 300 block of North Schuyler, we have that project coming up. Team one other ones Clara, Zach, Allen? There's a couple other ones that I'm missing I can't think of them off top my head. Oh, I know that Dennis had some parts for some of his equipment. Correct, Dennis?

**Dennis Doyle:** Yeah, we get to the ticket items that are, that are broken down.

**Pete Schiel:** Yeah, Tyler I'll get that list and remember I was in last month's packet rule, go ahead and get that posted in the next packet again for you.

**Ald Tall:** Okay. Oh, thank you I'll look back for it.

**Pete Schiel:** Yeah. If you want, I can maybe send it to you tomorrow.

**Ald Tall:** Okay yeah, thank you.

**Mayor Wells-Armstrong:** Any other questions? Let's move on to New Business.

**VI. Old Business**  
(none)

**VII. New Business**

**A. Riverstone Parkway Lighting Project**

**Pete Schiel:** Thank you, Mayor. Clara has been the lead on this project doing a great job. Clara you want to kind of share some of the incentives and what we were able to find with that project

**Clara Hall:** Sure Pete. The Riverstone Parkway information was enclosed in the packet, as you see from the pictures of the lamp head that they are very decorative feature. Also, enclosed you'll see in small writing the energy data and the certification data. Also, this particular lighting qualifies for the Com Ed Energy Efficiency Program. I went ahead and



began the rebate application. We will be getting back \$3,960 upon the completion of this project. It may take up to about five weeks, to receive a check in that amount. If we need any more information, it may refer to a taxpayer identification number and certification. and I'm sure Elizabeth, wouldn't mind helping us out with that information. Just so you know, that this is not for the poles, this is just for the lamp portion. I'll have also enclosed the quote at \$50,400, that's included from a local vendor. And we wanted to bring that to the decision of the board tonight.

**Pete Schiel:** For everybody's benefit. We did get a sample from this vendor and if you go to Walmart over by the lift station which is the white vinyl fenced in area on the right side just past Taco Bell, you'll actually see the definite difference in lighting, between what we had and what we have now, In this case to keep in mind these are LEDs so they last about 100,000 hours with the fixtures that are there at this moment, we're almost swapping them out once every two to three months. So, there's constant maintenance on that those 40 poles. So, this will reduce the amount of labor that is needed, and the lighting will be much more sufficient in that area. So, this evening, we also talked about at the capital meeting, Elizabeth and Mayor help us with this, but the TIF 8 is potentially where this would be coming from. And then, Clara went above and beyond and ended up getting that rebate just to kind of help that TIF 8. So, all we're asking for this evening is the approval of this, so we can get rolling on this capital project.

**Clara Hall:** Mayor, I have one more comment on this.

**Mayor Wells-Armstrong:** Sure Clara.

**Clara Hall.** For you and Elizabeth, I went ahead and created a P.O. I thought we would meet in person tonight but these type of projects, requires maybe about six weeks to get the lamp heads in. So, I have the P.O. already prepared, if I can get it over to you and Elizabeth tomorrow and need the P.O. signed, so that I can go ahead and get them ordered.

**Mayor Wells-Armstrong:** Motion to approve. Alderwoman Swanson?

**Ald Swanson:** I'll make a motion to approve the quote.

**Ald Tetter:** Second.

**Mayor Wells-Armstrong:** Motioned by Alderwoman Swanson and Seconded by Alderman Tetter. Any discussion or questions? Alderman Tall?

**Ald Tall:** Yes, Pete. With the old poles that we're going to be replacing. Is there a possibility of surplus those so we can recoup some of the initial cost?

**Pete Schiel:** As Clara mentioned, we're not replacing the poles just the light heads. So, we're going to maintain the integrity of the poles. And we found that these light heads will retrofit on those poles so we're gonna save money. In that case, so the only thing that will be recycling is the light heads.

**Ald Tall:** Thank you.

**Pete Schiel:** Okay, no problem.

**Mayor Wells-Armstrong:** Any other questions? We have a motion and a second. Roll call please

**C. Hall**

Ald Tall - Aye

Ald Prude - Aye

Ald Gall – Aye

Ald Osenga - Aye

Ald Swanson - Aye

Ald Curtis – Abstain

Ald Tetter – Aye

Clerk Dumas – Aye

**Mayor Wells-Armstrong:** Motion carries. Moving on to Item B.

B. Court Street West Avenue to Fifth Avenue Light Project.

**Pete Schiel:** Thank you, Clara Do you want to share the work that you've done with that project also.

**Clara Hall:** Yes, Pete. This project is on Court Street West avenue to Fifth Avenue. And this is a lighting project that we mentioned to the board and I believe it was early fall, 2019. As a recap, this was the area where the Poles were deteriorating, the bases were deteriorating and the bolts were rusted. So, we had the electrician to remove the poles and turn the project over to the city engineer. We decided to purchase the poles in house with our local vendor to save on the cost markup. The quote is included in the packet is \$89,280.96 cents. It may take about six to eight weeks to get the poles. This one too, Mayor and Elizabeth, I've already prepared a purchase order. In order to get this order done tomorrow as well. So if it's approved by the board, I'll go ahead and have the P.O.'s was brought over to get you for signatures.

**Mayor Wells-Armstrong:** Clara, I'm seeing \$138,779 for Utility Dynamics so that's the recommendation of the engineer. Go ahead Pete

**Pete Schiel:** So, there's two parts of the project. So, this is one we're gonna get approved tonight. This was the low bidder for the \$138,779. This is for the work and what Clara had mentioned is for the actual poles, because if we would bid that through the contractor he would mark it up, 20%. That is the item we are going to look for tonight and what Clara had mentioned is the P.O. for the pole portion of it. So, we need to get approved by the Utility Board because Utility Dynamics was the low bidder on this project.

**Ald Osenga:** Is that why there is such a difference in the engineering estimate and Utility Dynamics bid? They're not bringing the poles here. Am I right?

**Pete Schiel:** Yeah, it could be. But I know that there's other shortcuts that Utility Dynamics and, and as an electrical engineer I looked at it, Kyle looked at it. I think we may be able to shave a little more off of this, we have some other thoughts and ideas about, but, worst case scenario \$138,779 is what Utility Dynamics bid. But yeah, you know, there was a couple other directional boring issues that Utility Dynamics was able to tap into some existing conduits and things of that nature. So, I'm thinking that maybe we saved a little bit but we could ask Neil because he's gonna bring that up again tonight.

**Ald Osenga:** Okay, thank you.

**Ald Tall:** Basically, the question was about the light poles. We are going to need to move them tonight.

**Pete Schiel:** I would recommend that. Clara do you agree?

**Clara Hall:** Yes.

**Pete Schiel:** Yep, one for the bid. And then what we'll do is the doing the maybe another motion for permission to go ahead and purchase light poles on our own just to save that markup. Does that sound okay Elizabeth?

**Mayor Wells-Armstrong:** She is saying yes. Do we have a dollar amount so someone can make the motion? That's what Alderman Tall is looking for. Clara what's the dollar amount?

**Clara Hall:** The dollar amount is \$89,280.96 for the poles.

**Mayor Wells-Armstrong:** Okay, and what's the second one.

**Pete Schiel:** The second one is the bid from Utility Dynamics for \$138,779.

**Ald Tall:** So, I'll go ahead and make the motion for \$89,280.96 for the purchase of the poles.

**Ald Prude:** I'll Second that.

**Mayor Wells-Armstrong:** Motioned by Alderman Tall and Seconded by Alderman Prude. Any discussion? Roll Call.

**C. Hall**

Ald Tall - Aye

Ald Prude - Aye

Ald Gall – Aye

Ald Osenga - Aye

Ald Swanson - Aye

Ald Curtis – Aye

Ald Tetter – Aye

Clerk Dumas – Aye

**Mayor Wells-Armstrong:** Motion carries. Alderman Tall?

**Ald Tall:** I will make to the next motion to accept a bid from Utility Dynamics Corporation in the amount of \$138,779.

**Ald Prude:** I'll second it.

**Mayor Wells-Armstrong:** Motioned by Alderman Tall and Seconded by Alderman Prude. Any discussion? Roll Call.

**C. Hall**

Ald Tall - Aye

Ald Prude - Aye

Ald Gall – Aye

Ald Osenga - Aye

Ald Swanson - Aye

Ald Curtis – Aye

Ald Tetter – Aye

Clerk Dumas – Aye

**Mayor Wells-Armstrong:** Motion carries. Moving on to Item C.

**C. KESU LaBeau Building Remodling**

**Pete Schiel:** So, in your packets. We have been working with Bight Architect. He is a local architect. We have worked on it with him on many projects including the Amin and Public Safety and many others in the community. We want to continue on that process. Thank you everyone for proving the level building we did close on that building on Friday. Getting the keys first thing this morning. So, the next phase of this project is to develop full architectural engineering design, construction package. For this project, and the gives you all the details of the design services construction documents services, the bidding services, construction services, assumptions inclusions scheduling, expenses. And with that being said, we would like to pursue this project and finalize it, and the cost

for the services already \$ 83,500. We'd like approval or Motion to approve if you don't mind me.

**Mayor Wells-Armstrong:** May I have a motion to approve?

**Ald Swanson:** I'll make the motion to approve the \$83,500 for Bright Architecture Incorporated.

**Ald Gall:** I'll second.

**Mayor Wells-Armstrong:** Motioned by Alderwoman Swanson and Seconded by Alderwoman Gall. Any discussion? Alderman Curtis?

**Ald Curtis:** I was looking, I was trying to find a timeline while I scrolled through about what it'll take for him to prepare these?

**Pete Schiel:** So, what the objective is to get approved, and he are going to hammer this out within the next couple days so we're going to get that timeline and that schedule we'll share that schedule with you once we get it established.

**Mayor Wells-Armstrong:** Any one else? Alderman Tall?

**Ald Tall:** Yeah, see the approximate cost for the renovation is about a million dollars.

**Pete Schiel:** Yeah, we're gonna go and go ahead and attempt to do some of the demo work ourselves in house. So that is going to help with some of that but like I said, these are very, very, rough costs. We need to firm a lot of those numbers up and that's something that Doug and I are going to be working on next couple weeks.

**Mayor Wells-Armstrong:** Okay, Clara I lost...we have a motion and a second. Roll Call.

Roll Call.

**C. Hall**

Ald Tall - Aye

Ald Prude - Aye

Ald Gall – Aye

Ald Osenga - Aye

Ald Swanson - Aye

Ald Curtis – Aye

Ald Tetter – Aye

Clerk Dumas – Aye

**Mayor Wells-Armstrong:** Motion carries. Moving on to Item D Thank you. And then the last item is item. Mary Lou Norwell contract lists her as an Adjudication Director, that's incorrect. Kris, as you all know, I

put in my update says, retired. She was planning to do so this year and was planning to do so by the end of September. Once she put our house up for sale it went pretty quickly and things got escalated. So, I did share with the budget she's going to leave on September 25<sup>th</sup> and then she notified me and said, her last day was the 18<sup>th</sup> and then she notified me and said she needed two days out that week. So, Mary Lou Norwell you probably remember her she did our social media ordinance she was with Odelson & Sterk, she retired during COVID-19 in March, has decided that she doesn't want to sit at home five days a week. So, she's come on board as our In House Counsel and she will be on site three days a week. She will handle all of its Adjudication, all FOIA's, court and those types of things. So, we had an overlap, I had to have her come on board to work with Kris before Kris left. So, there'll be a contract coming forward I just wanted to mention it tonight and I did discuss it at budget to make everybody aware, we are anticipating that because we won't have Mike Smith, from Odelson & Sterk, "Smitty" as he is lovingly referred to, that's going to give us a savings on our legal fees because Mary Lou will now be handling all the court cases as such. She's worked with Kris already on a complex FOIA issues. So that'll be her primary role in addition to being here in fact three days a week. So, we'll bring that contract to you. She and James will make some final edits but, I just want to make the Board aware. And then, so its our agenda because she'll be paid like Pat Power was paid as a consultant.

**VIII. Executive Session**

*(none)*

**IX. Adjournment**

**Mayor Wells-Armstrong:** We have no need for an Executive Session. May I have a motion to adjourn?

**Ald Osenga:** So move Mayor.

**Ald Tall:** Second.

**Mayor Wells-Armstrong:** Motioned by Alderman Osenga and seconded by Alderman Tall. All in favor?

**Committee:** Aye

**Mayor Wells-Armstrong:** Opposed same sign? Okay, we are adjourned.